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SOURCE Organizace Ceskoslovenskeho Statniho Zbirani.

ORGANIZATION OF THE CZECHOSLOVAK GOVERNMENT:  
MINISTRY OF FOREIGN AFFAIRS

The following is the organization of the Minister of Foreign Affairs and subordinate units.

MINISTRY OF FOREIGN AFFAIRS, IN PRAGUE

Minister

Dr Vladimir Clementis.

Secretary General

Arnost Heidrich.

General Secretariat

Chief: Dr Jaroslav Zourek

Functions: Coordinates activity of departments and independent sections and ensures continuity of this activity; takes a stand on all questions of a political, intelligence, economic, juridical, organizational, or personnel character that have to be discussed with the minister or with the State Secretary in the Ministry of Foreign Affairs; on all important resolutions directed to the government or to the office of the President; on all important resolutions of a political, economic, or legal character addressed to diplomatic representatives of foreign governments in Prague or to Czechoslovak diplomatic agencies in foreign countries; on all important questions concerning personnel, organization, and supply of offices of both the ministry proper and Czechoslovak legations abroad. Simplifies, expedites, and economizes bureaucratic procedure; keeps records of calls on the Secretary General by members of the diplomatic corps and domestic and foreign personalities.

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RESTRICTEDCabinet

Chief: Dr Vilem Cerny

Functions: Correspondence and personal affairs of the minister and the State Secretary; records of verbal and written statements; visits of members of the diplomatic corps and of domestic and foreign personalities to the minister and the State Secretary; official travels of the Minister and the State Secretary and their liaison with members of the Government and with the political parties; parliamentary reporting (liaison with legislative boards and their members); replies to interpellations and questions; records of the program of government meetings.

Diplomatic Protocol

Chief: Dr Jan Skalicky.

Functions: Arranging initial audiences of diplomatic representatives and other calls for the President; arranging the President's official travels and receptions; handling correspondence of the President with heads of foreign countries and foreign officials; initial calls of chiefs of foreign diplomatic missions on the Minister of Foreign Affairs and on the State Secretary; social matters; keeping records of diplomatic and consular corps members and persons occupying equivalent positions; issuing identity cards; issuing lists of diplomatic and consular corps members; approval of credentials of foreign diplomatic representatives, exequaturs of heads of foreign consular offices; letters of credence and recall for Czechoslovak diplomatic representatives; consular patents; official courtesy correspondence of the Ministry of Foreign Affairs; keeping records of regulations and customs concerning etiquette and ceremony; functions concerning orders and distinctions.

Section B

Chief: Frantisek Klubicko.

Deputy: Frantisek Vitku.

Telegraphic, cipher, and teletype communications.

Department I - Presidium

Chief: Dr Jaroslav Kraus

Deputies: Dr Milos Pokorny, Dr Vladimir Palic.

Section I/1 - Organization and Inspection

Chief: Dr Ota Dvoulity.

Functions: Organization of the ministry and of diplomatic offices; establishing, canceling, and keeping records of diplomatic offices; setting up and modifying their activity; personnel affairs of persons entrusted with honorary consular offices; cooperation in formal and material arrangements of service regulations, and keeping records of them; organization of liaison between domestic Czechoslovak offices and Czechoslovak diplomatic offices, as well as with offices of foreign countries in Czechoslovakia and abroad; supervision of the service and inspection of the activity of the ministry and of diplomatic offices.

Section I/2 - PersonnelCentral Office

Chief: Alois Hofman.

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## Foreign countries

Chief: Evzen Korunka.

Functions: All personnel affairs of employees of the foreign service, especially acceptance, transfer, appointment, arrangement of contract relations, transfer to diplomatic agencies and back to the central office, pensioning, calculation of years of service, records and status of personnel, leaves, illness, official travel, rewards and help, termination pay; functions connected with qualification and discipline procedure; courier service.

## Section I/3A - Budget

Chief: Dr. Rudolf Ripsky.

Functions: Budgeting; estimation of budget items; keeping records of all debits and credits of the ministry; execution of regulations of the financial law; cooperation in all financial measures; financing of diplomatic offices; fixing and keeping records of advances for official expenses of diplomatic agencies; establishing fixed rates of exchange for cash payments made by diplomatic offices; administrative functions of the accounting office.

## Section I/3B - Fiscal

Chief: Karel Vaneh.

Functions: Organization and standardization of financial, treasury, and accounting services; financial and administrative control of diplomatic offices; providing foreign currency and export permits of foreign currency for trips abroad; accounts-current; remittances; carrying out currency reform regulations in foreign countries.

## Accounting office

Chief: Jiri Hradecky.

## Section I/4 - Economic

Chief: Josef Kroupa.

Functions: Housing and material needs of the Ministry of Foreign Affairs and of diplomatic offices; administration of the Cernin Palace (seat of the Ministry of Foreign Affairs) and of other buildings; official expenditures of diplomatic offices; moving employees abroad and back; service motor vehicles. (An architect is attached to this section.)

## Section I/5 - Archives

Chief: Jiri Pesek.

Functions: Organizes the archives of the Ministry of Foreign Affairs and the archives service in the home office, as well as in Czechoslovak diplomatic offices abroad; performs technical preparation of ratification and registration copies of international agreements concluded by Czechoslovakia; keeps records of these agreements and files them; international scientific liaison in matters of archives and other historical institutions; matters concerning historical institutions in Rome and Vienna.

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## Section I/6 - Library

Chief: Dr Přemysl Pražak.

Functions: Keeps records of the book market, on the basis of specialized bibliographies and literary reports in periodicals; acquisition and cataloguing of books; introducing and keeping records of auxiliary libraries in the Ministry of Foreign Affairs; liaison with foreign libraries (with the exception of international exchange service).

## Office Administration (attached to Department I)

Chief: Karel Svoboda.

Functions: Top direction of office service in the home office and cooperation in its organization; submitting proposals and opinions, reports and applications with regard to personnel affairs of office and other employees, and attendants, porters, and chauffeurs; records of their movements within the home office; functions connected with insuring all employees through the Medical Fund; publishing telephone directories; issuing railroad passes. (In organizational matters, the office administration is subordinated to Section I/1, and in personnel matters to Section I-2.)

Department II - Political

Chief: Eng Vlastimil Borek.

Deputy: Eng Oldřich Chyle.

Functions: Secretariat of the political department; coordination of activity of all sections of the political department, especially in the field of foreign policy; questions of foreign policy, particularly political evaluation of questions of economy, administration, finance, publicity, and culture; permits to enter Czechoslovakia in cases of political significance.

## Section II/1

Chief: Robert Schmalz.  
USSR

## Section II/2

Chief: Eng Václav Bures.  
Poland, Yugoslavia, Bulgaria, Albania, Rumania, Greece.

## Section II/3

Chief: Antonín Tomes.  
Belgium, Denmark, Finland, France, Abyssinia, Iceland, Italy, Lichtenstein, Luxembourg, Monaco, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland, as well as colonies, protectorates, and territories under international trusteeship administration of the above-mentioned states. Near East: Turkey, Egypt, Syria, Lebanon, Transjordan, Saudi Arabia, Yemen, Iran, Afghanistan.

## Section II/4

Chief: Dr Karel Kotal.  
Great Britain, her dominions, colonies, protectorates, and mandated territories; Ireland.

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## Section II/5

Chief: Dr Gustav Solar.  
 USA, countries of Central and South America; Liberia; Far East:  
 China, India, Indonesia, Japan, Korea, Siam.

## Section II/6

Chief: Dr Frantisek Gottlieb.  
 United Nations, International Labor Organization, Court of Inter-  
 national Justice, and all official international organizations, as well as ques-  
 tions of international law insofar as they are of a preponderantly political  
 character.

## Section II/7

Chief: Dr Eduard Jelen.  
 Vatican; ecclesiastical matters.

## Section II/8

Chief: Tibor Varhola.  
 Germany, Austria, and Hungary.

Department III - Intelligence

Chief: Deputy Karel Erban.

## Section III/1 - Information

Chief: Evzen Klinger.

Functions: Follows activity of the Czechoslovak foreign service and the  
 development of foreign and international political questions from the journalistic  
 and propaganda point of view, and informs the public, liaison with the Czech-  
 slovak Press office; broadcasts political information to foreign countries; coopera-  
 tion with Radio Czechoslovakia.

## Section III/2 to III/5 - Regional

Functions: Scans foreign press from the point of view of Czechoslovak in-  
 terests and informs Czechoslovak circles of political and general economic de-  
 velopments in foreign countries; liaison with foreign journalists and public  
 workers during their stay in Czechoslovakia, and their welfare; cooperation and  
 liaison with organizations and institutions for study of foreign nations.

## Section III/2 - Anglo-Saxon

Chief: Dr Viktor Kripner.

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Section III/3 - Romance

Chief: Jiri Hynais.

Section III/4 - Slavonic

Chief: Frantisek Hoska.

Section III/5

Chief: Alois Ozabal.  
Germanic and northern countries; Spain and Portugal.

Section III/6 - Arts and Sciences

Chief: Jaroslav Jindra.  
Functions: Foreign propaganda activity in artistic and scientific fields; cooperation with other corporations and institutions in organizing exhibitions in foreign countries; films.

Section III/7 - Translations

Chief: Alexius Broz  
Functions: Organizing and carrying out translations from and into foreign languages for information and propaganda purposes.

Press Archives

Sorting and storing of newspaper information material.

Nationals' Office:

Following the activities of Czechoslovak nationals in foreign countries.

International Organization Office

Foreign Tourist Office

Department IV - Economic

Chief: Dr Rudolf Dysticky.  
Deputy: Dr Jaroslav Holman.  
Functions: All questions of the economy, except those under the express jurisdiction of other departments or sections; cooperation in all other questions from the economic point of view.

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## Section IV/1 - General

Chief: Dr Lucian Banda.

Functions: Systematic and over-all observation of general economic development at home and abroad, except transportation matters; participation in preparation, negotiation, and verbal deliberation of international treaties, pacts, and agreements of an economic character, their explanation and their records, excepting matters of transportation; international multilateral agreements of an economic character, except transportation agreements; their preparation and negotiation.

## Section IV/2 to IV/6 - Regional

Functions: Detailed reporting on economic legislation and the development of economic life, particularly concerning the interests of Czechoslovak export and imports, as well as economic activity of Czechoslovak diplomatic offices; preparation and conduct of negotiations of economic agreements, particularly commercial-political agreements, with individual countries, concluding agreements, constitutional negotiations, and publication of commercial and other treaties, pacts, and agreements, so far as their nature is mainly economic, and their proper execution; support and protection of Czechoslovak commercial and economic interests abroad.

## Section IV/2 - Slavic and neighboring Countries

Chief: Jaroslav Knizdo.

USSR, Poland, Bulgaria, Yugoslavia, Rumania, Greece, and Albania.

## Section IV/3 - Anglo-Saxon

Chief: Eng Otto Coufal.

USA; Great Britain and her dominions, colonies, protectorates, and mandated territories.

## Section IV/4 - Romance

Chief: Arnost Tauber.

France, Italy, Spain, Portugal, Belgium, Holland, Switzerland, and Central and South America.

## Section IV/5 - Central and Northern European

Chief: Vladimír Znojenský

Germany, Austria, Hungary, Denmark, Sweden, Norway, Finland, and Iceland.

## Section IV/6 - Near and Far East

Chief: Herman Klacko.

Palestine, Syria, Lebanon, Arabia, Egypt, Iran, Iraq, Afghanistan, British India, East Indies, Netherlands East Indies, Philippines, China, Japan, Manchuria, Korea, Turkey, Liberia, Abyssinia, Sudan, Siam, and French Indochina.

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Chief: Dr Vratislav Trcka.

Functions: Study of domestic and foreign transportation legislation and cooperation in preparing domestic legislation in that sphere; concluding agreements; constitutional negotiations; carrying out international transportation agreements; matters of international communications and technical problems related to these matters in the field of rail, road, water, and air transportation and telecommunications.

Department V - Administration

Chief: Eng Odon Para.

Deputies: Dr Jiri Zedwitz, Dr Vaclav Vavra.

Section V/1 - General

Chief: Dr Ctibor Ruzicka.

Functions: Matters of status of Czechoslovak citizens abroad and foreigners in Czechoslovakia: (a) citizenships and domiciles (acquisition and loss; option) and proof of this allegiance, unless matters prejudicial to the activity of other sections are concerned; (b) personal papers (also exchange of vital statistics with foreign countries) and passports for transportation of deceased persons; (c) providing and delivering administrative documents, including those involving tax matters; military matters (execution of military regulations, delivering military documents, subsistence allowances, pensions, war graves, exhumation of military persons, service in foreign armies); attendance at schools in Czechoslovakia by foreigners and at foreign schools by Czechoslovak citizens abroad; recognition of foreign diplomas; cooperation with other Czechoslovak offices in investigating and prosecuting counterfeiters of currency and securities, traffickers in white slave and narcotics trades, and falsifiers of academic titles; cooperation in conclusion and execution of international treaties, pacts, and agreements concerning the above-mentioned matters; official doctors attached to diplomatic offices; pensions for public employees working abroad; making investigations about missing persons; swindlers.

Sections V/2 to V/4 - (Regional) Social and Health Welfare; Legal Protection Before Administrative Offices

Functions: Social and material welfare, health, and physical culture of Czechoslovak citizens living abroad; emigration and colonization immigration and repatriation of Czechoslovak citizens from abroad; protection of Czechoslovak citizens (and their interests) abroad, before administrative offices (and sometimes before courts, except in cases of criminal action liable to prosecution in Czechoslovakia), especially in matters of arrival, sojourn, and departure, employment and other profitable activity, taxation, deportation, and so on; cooperation with Czechoslovak domestic authorities in investigation and prosecution of smuggling, and tax, customs, and currency violations. Small-scale frontier liaison; border incidents insofar as they are settled by administrative procedures; cooperation in all matters of this kind concerning foreigners in Czechoslovakia; cooperation in negotiating and executing international treaties, pacts, and agreements on these matters; cooperation in legislative work in the sphere of social welfare and health, physical culture, protection of the labor market, emigration, and colonization; cooperation with international and domestic organizations for public and voluntary social welfare and health; international conferences and organizations for social welfare and health.

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## Section V/2A

Chief: Ladislav Urban.  
 Netherlands, Denmark, Norway, Great Britain; their dominions, possessions, protectorates, and mandates; Sweden, Ireland, Iceland, all independent countries of North, Central, and South America; Egypt, Abyssinia, and Liberia.

## Section V/2B

Chief: Dr Vladimir Brauner.  
 France, Belgium, Spain, Portugal, their dominions, possessions, protectorates, and mandates; Switzerland, Lichtenstein, Monaco, Andorra, Luxembourg.

## Section V/3A

Chief: Dr Antonin Barton.  
 USSR, Poland, Turkey, Arabia, Palestine, Iraq, Iran, Afghanistan, Thailand, China, and Japan.

## Section V/3B

Chief: Dr Vladimir Masa.  
 Rumania, Hungary, Yugoslavia, Bulgaria, Albania, and Greece.

## Section V/4

Chief: Eng Erik Brazda.  
 Germany and Austria.

## Section V/5 - Passports, Visas, Certification, and Fees.

Chief: Dr Václav Kozisek.  
 Functions: General functions concerning consular charges, fees for official acts, and tax stamp fees; matters connected with certification and examination of papers; passports and visas, passes for travel in the frontier zone, touring, and visiting spas; maritime books, service passes for aircraft personnel, customs clearance (laissez passer); cooperation in negotiating and executing international treaties, pacts, and agreements on the above-mentioned matters; reimbursement of stamp payments and of fees for official acts and for cash expenditures from abroad.

Department VI - Legal

Chief: Dr Zdenek Prochazka.  
 Deputies: Dr Karel Strup, Dr Zdenek Rakusan.

## Section VI/1 - General Law

Chief: Dr Josef Laufer.  
 Functions: Following the development of Czechoslovak and foreign law; taking part in legislative work; juridical questions of principle.

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## Section VI/2 - Legal Protection of Czechoslovak Interests Abroad

Chief: Dr Bohuslav Vecerka.

Functions: Exemption of property of Czechoslovak nationals abroad from sequestration, legal protection and legal questions concerning Czechoslovak nationals abroad; legal advisers to Czechoslovak diplomatic offices.

## Section VI/3 - General International Law

Chief: Dr Rudolf Brabec.

Functions: Study of international law development; theoretical and general questions regarding conclusion of international treaties, and appraisals in the sphere of international law; keeping records of all international negotiations leading to the conclusion of international treaties, pacts, and agreements and keeping records of the status of agreements, unless this concerns other sections; questions connected with the status of extraterritorial persons and consuls, according to international law, taking into consideration constitutional law; execution of peace treaties.

## Section VI/4 - Special International Law

Chief: Dr Julius Vismovsky.

Functions: Preparation of negotiations on text, constitutional deliberations, proclamations, registration and explanation of frontier treaties, conciliatory and arbitration agreements, consular treaties, and agreements on population exchanges; participation of Czechoslovakia in international conferences and organizations.

## Section VI/5 - Matters of Foreign Property in Czechoslovakia; War Criminals

Chief: Dr Alois Buzala

Functions: Negotiations with foreign countries concerning protection of property belonging to citizens of foreign countries, legal help in international relations, extradition of war criminals and traitors, as well as matters under the jurisdiction of civil or criminal courts and court administration.

## Commission M - Commission for Preparation of Peace Negotiations

Chief: Dr Vavro Hajdu.

Deputy: Frantisek Herman.

Functions: preparing materials for peace negotiations concerning territorial, political, military, economic, transportation, social, and financial questions, upon which Czechoslovakia is planning to insist, either during detailed negotiations or at peace conferences; taking part in peace negotiations.

## Subcommission for Financial, Economic, Social and Transportation Problems

Chief: Dr Miloslav Niederle.

## Section 8 - Restitution and Reparation

Chief: Eng Jaquier-Baracek.

Deputy: Dr Jaromir Spacek.

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Functions: Realizing Czechoslovak claims and demands for reparations and restitutions in accordance with existing treaties and agreements and preliminary work connected with this; negotiations with foreign countries concerning their reparation and restitution claims against Czechoslovakia and toward other states, but excluding preparation of peace treaties; sending out delegates in connection with above-mentioned matters.

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